

Coachella Valley Integrated Regional Water Management 2014 IRWM Drought Solicitation Implementation Grant Proposal Work Summary

Attachment 4 consists of the following items:

- ✓ **Work Summary.** This attachment includes summaries of the tasks necessary to complete each project in the Proposal.

Introduction

The three projects included within this *Coachella Valley IRWM Drought Solicitation Implementation Grant Proposal* are high-priority projects evaluated and selected by the Coachella Valley Regional Water Management Group (CVRWMG) and approved of by the IRWM stakeholder group for the Coachella Valley IRWM Region (the Planning Partners). The CVRWMG evaluated each project to determine its potential to provide drought relief to the Coachella Valley and the State of California as well as its readiness to proceed, previously completed work, and ability to provide claimed benefits. The three projects selected and included within this proposal have been extensively vetted by regional participants who determined that the projects were reasonable, achievable, and consistent with California Department of Water Resources (DWR) requirements pertaining to Integrated Regional Water Management (IRWM) projects.

This attachment contains a two-page summary of the anticipated tasks necessary to complete each project in the proposal, including the current status of the project (percent complete for each task), and required permitting activities. The tasks and information provided for each project are consistent with project-related information provided in the Budget (Attachment 5) and Schedule (Attachment 6).

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Project 1: Indio Water Authority Recycled Water Project

Local Project Sponsor: Indio Water Authority (IWA)

Partner: Valley Sanitary District (VSD)

IWA in collaboration with VSD has developed a strategic goal of reclaiming wastewater to reduce demand for potable water resources and to replenish the Region's groundwater aquifer via in lieu groundwater replenishment. VSD's existing wastewater treatment plant (WWTP) currently discharges 6,722 acre-feet per year (AFY) of secondary-treated effluent to the Coachella Valley Stormwater Channel (CVSC). Due to the CVSC's properties (it is a concrete-lined channel) and groundwater conditions in the eastern Coachella Valley where the WWTP is located, the water discharged does not percolate to the groundwater basin, but rather flows out of the Region and into the Salton Sea. The project would beneficially reuse the existing water source by upgrading the plant to tertiary treatment and producing and distributing recycled water to nearby customers

The *IWA Recycled Water Project* represents Phase 1A of IWA and VSD's long-term recycled water program that was identified in the *2011 Recycled Water Master Plan*. The Phase 1A component includes upgrading the WWTP and building the backbone of the recycled water distribution system; the backbone system includes essential infrastructure that would be used to deliver recycled water to future injection wells for groundwater recharge (potable reuse). In total, the Phase 1A project will deliver an estimated 1,926 AFY of recycled water for irrigation purposes. The backbone infrastructure provided in this phase of the project will include pipelines that will allow additional customers to connect to recycled water in the future and will provide a means to deliver recycled water to injection wells for future groundwater replenishment with recycled water.

IWA and VSD have formed the East Valley Reclamation Authority, a Joint Powers Authority (JPA), to facilitate the implementation, financing, management, and operation of the recycled water program. IWA and VSD will continue to collaborate on implementing the recycled water program and have already completed substantial work associated with this project. Future activities associated with the project that are included within this proposal include:

- Pursuing a design-build contract to expeditiously construct the WWTP
- Designing and constructing conveyance pipelines to serve nearby users
- Obtaining necessary permits

A summary of the *Indio Water Authority Recycled Water Project*, including anticipated tasks necessary to complete the project, deliverables, and current status of the project are provided in **Table 4-1**.

Table 4-1: Work Summary
Indio Water Authority Recycled Water Project

Task	Description of Work to be Completed for Task	Deliverables	Percent Complete
Grant Administration:	IWA will be responsible for administration and processing the grant contract, including compiling and submitting project invoices, quarterly reports, and completion reports to DWR.		0%
Row (a): Direct Project Administration			
1: Project Administration	Task 1 will involve grant administration and coordinating with the DWR per terms of the Grant Agreement and will also involve continued coordination between VSD and IWA.	<ul style="list-style-type: none"> • Progress reports, invoices, supporting documentation 	0%
2 : Labor Compliance Program (LCP)	IWA does not have a LCP in place. IWA staff will work with the Department of Industrial Relations to implement a LCP before construction begins in 2015.	<ul style="list-style-type: none"> • Submission of LCP • Management of LCP 	0%
3: Reporting	Task 3 will involve preparation of quarterly progress reports, as well as a final report and post-completion report as required per terms of the Grant Agreement.	<ul style="list-style-type: none"> • Quarterly Progress Reports • Final and Post-Completion Reports 	0%



Task	Description of Work to be Completed for Task	Deliverables	Percent Complete
Row (b): Land Purchase/Easement			
4: Land Acquisition	No land acquisition or easements are necessary for this project.	N/A	N/A
Row (c): Planning/Design/Engineering/Environmental Documentation			
5: Assessment and Evaluation	IWA completed a Recycled Water Master Plan in 2011 and will complete a Rate Study and Assessment District Study for financing purposes. This work is not included within the budget for this proposal.	<ul style="list-style-type: none"> 2011 Recycled Water Master Plan Rate and Assessment District Study 	50%
6: Final Design	IWA will pursue a design-build approach for the project, including preliminary and final design of the WWTP upgrade and recycled water pipelines; as such, design costs are included within the construction task.	<ul style="list-style-type: none"> Preliminary Design Plans Final Design Plans 	0%
7: Environmental Documentation	Environmental documentation for the project was completed in 2011 via an Environmental Impact Report (EIR) that also meets CEQA plus requirements. Costs to prepare the EIR are not included within this proposal.	<ul style="list-style-type: none"> Final EIR/CEQA Plus (included on supporting documents CD) 	100%
8: Permitting	Permits for the project will be required by several regulatory agencies; final permitting requirements will be determined during preliminary design. See the deliverables column for a list of currently anticipated permits. All of the permitting work will be conducted by IWA staff; the budget for this work is not included within this proposal.	<ul style="list-style-type: none"> Encroachment & Traffic Control Streambed Alteration Agreement (1600) 404 Permit (potential) 401 permit (potential) NPDES & Waste Discharge 	0%
Row (d): Construction/Implementation			
9: Construction Contracting	Task 9 includes actions necessary to procure a design-build contractor, including: advertising bids, a pre-bid meeting, bid opening, bid evaluation, and selection of design-build contractor. IWA would then award the contract and a Notice to Proceed would be issued.	<ul style="list-style-type: none"> Prep and Advertisement of Bid Packages Bid Opening and Evaluation Bid Award Notice to Proceed 	0%
10: Construction			
10.1: Site Preparation & Mobilization	Contractor will mobilize equipment and secure permits and a safety plan for the Project. Pre-construction photographs of all construction sites will be taken.	<ul style="list-style-type: none"> Permits and safety plan Pre-construction photographs 	0%
10.2: Project Construction	Project construction will include the work necessary to upgrade the WWTP with a 3.4 mgd capacity in compliance with Title 22 Standards and constructing 15,200 linear feet of recycled water pipelines.	<ul style="list-style-type: none"> Construct WWTP upgrade Construct 15,200 linear feet of pipelines 	0%
10.3: Performance Testing and Demobilization	This task involves all required materials and equipment testing, providing training and operating manuals, and taking post-construction photographs.	<ul style="list-style-type: none"> Materials and equipment testing Operating manuals Post-construction photographs 	0%
11: Environmental Compliance	A mitigation monitoring and reporting program (MMRP) was identified in the EIR. All mitigation required in the MMRP will be implemented as part of the project. This work is not included within the budget for this proposal.	<ul style="list-style-type: none"> Compliance with MMRP 	0%
12: Construction Administration	Construction management will include managing construction, inspection, ensuring contract conformance, labor compliance, and permit/regulatory compliance.	<ul style="list-style-type: none"> Construction Management and Engineering Services during Construction 	0%



Project 2: Regional Turf Reduction Program

Local Project Sponsor: Indio Water Authority (IWA)

Partners: Coachella Valley Water District (CVWD), Coachella Water Authority (CWA), Desert Water Agency (DWA), and Mission Springs Water District (MSWD)

In 2014 the Coachella Valley and other regions in California received a 5% allocation from the State Water Project (SWP). Given that imported water sources are used to replenish the Region's groundwater basins, this reduction in SWP allocations directly impacts the Region's ability to manage its groundwater resources. In order to manage groundwater overdraft in a time of limited imported water supplies, the Region must reduce groundwater pumping. As such, the Region's five water purveyors, also referred to as the Coachella Valley Regional Water Management Group (CVRWMG), will implement a turf reduction program by providing rebates to incentivize the removal of high-water consuming turf grass and replace it with desert-friendly, water-efficient landscaping. By reducing the need for irrigation water used on turf, the program will help decrease groundwater pumping, preserving groundwater supplies and reducing groundwater overdraft conditions.

The *Regional Turf Reduction Program* is a multifaceted program that will make turf rebates available throughout the CVRWMG's collective service area for a variety of water customers, including: golf courses, residential, commercial, municipal, and multi-family sites. This program will assist the Region's water purveyors in effectively managing groundwater by reducing demands and groundwater pumping. The *Regional Turf Reduction Program* builds upon a multitude of efforts that have taken place within the Region to reduce water use. For example, the Coachella Valley Association of Governments (CVAG) adopted a Model Water Efficient Landscape Ordinance; the large majority of cities in the Coachella Valley have adopted a landscape ordinance in accordance with the CVAG model.

A summary of the *Regional Turf Reduction Program*, including anticipated tasks necessary to complete the project, deliverables, and current status of the project are provided in **Table 4-2**.

**Table 4-2: Work Summary
Regional Turf Reduction Program**

Task	Description of Work to be Completed for Task	Deliverables	Percent Complete
Grant Administration:	IWA will be responsible for administration and processing the grant contract, including compiling and submitting project invoices, quarterly reports, and completion reports to DWR.		0%
Row (a): Direct Project Administration			
1: Project Administration	Task 1 will involve grant administration and coordinating with the DWR per terms of the Grant Agreement and will also involve coordination between the CVRWMG agencies and project participants. This work will be completed by the CVRWMG agencies and is not included in the budget.	<ul style="list-style-type: none"> Progress reports, invoices, supporting documentation 	0%
2 : Labor Compliance Program	This project is not a public works project and does not require a Labor Compliance Program.	N/A	N/A
3: Reporting	Task 3 will involve preparation of quarterly progress reports, as well as a final report and post-completion report as required per terms of the Grant Agreement. This work will be completed by the CVRWMG agencies and is not included in the budget.	<ul style="list-style-type: none"> Quarterly Progress Reports Final and Post-Completion Reports 	0%
Row (b): Land Purchase/Easement			
4: Land Acquisition	No land acquisition or easements are necessary as part of this project.	N/A	N/A



Task	Description of Work to be Completed for Task	Deliverables	Percent Complete
Row (c): Planning/Design/Engineering/Environmental Documentation			
5: Assessment and Evaluation	The CVRWMG agencies have completed substantial work related to conservation and outreach and developing turf rebate programs. This work has prepared the project for implementation and is not included as part of the proposal.	<ul style="list-style-type: none"> CVRWMG conservation programs, including www.cvwatercounts.org 	100%
6: Final Design	Design work is not required for this program and is not included in the budget.	N/A	N/A
7: Environmental Documentation	Environmental documentation is not required for this program and is not included in the budget.	N/A	N/A
8: Permitting	Permitting is not required for this project and is not included in the budget.	N/A	N/A
Row (d): Construction/Implementation			
9: Construction Contracting	Construction contracting is not required for this project and is not included in the budget.	N/A	N/A
10: Implementation			
10.1: Develop Guidelines and Specifications	Work completed under this subtask includes developing guidelines and specifications for each applicable use sector (golf, residential, commercial, municipal, and multi-family) based upon the CVAG Water Efficient Landscape Ordinance and upon water budgets set for golf users (only applicable to CVWD).	<ul style="list-style-type: none"> Water-Efficient Landscape Standards and Specifications Golf course water budgets 	0%
10.2: Outreach	Work completed under this subtask includes developing and implementing an outreach program based on work completed by the CVRWMG and other agencies that have turf rebate programs in place to raise awareness about the program as well as facilitate users in implementing the program.	<ul style="list-style-type: none"> Outreach campaign specified to different end-users Microsite (mini website) with program details and forms Draft design plans and ideas, how-to assistance, FAQs, and other supporting documents Outreach tools and materials (social media, mailers, newsletters, press releases, etc.) 	0%
10.3: Rebate Program	This subtask includes work to administer the program, including application review and approval, pre- and post-site visits to customer sites, verification of successful project completion, customer support, rebate check processing, and program website maintenance. This subtask includes work to measure and report program progress and budgeted funds for materials and equipment necessary to implement the water-efficient landscape upgrades. Eligible costs include, but are not limited to: water-efficient plants and mulch and hardware (weather-based irrigation controllers, irrigation piping, meters, valves, etc.).	<ul style="list-style-type: none"> Site visit reports (pre and post) to measure water use and confirm that installations have occurred in accordance with applicable guidelines and specifications Original customer receipts for all materials involved in the program Maps with geographic locations of program participants Report documenting compliance with water budgets (CVWD only) 	0%
11: Environmental Compliance	Environmental compliance is not required for this project and not included in the budget.	N/A	N/A
12: Construction Administration	Construction administration is not required for this project and not included in the budget.	N/A	N/A



Project 3: Disadvantaged Community Onsite Plumbing Retrofit Program

Local Project Sponsor: Coachella Valley Water District (CVWD)

Partners: Pueblo Unido Community Development Corporation (PUCDC) and Leadership Counsel for Justice and Accountability (Leadership Counsel)

In 2011 the Coachella Valley IRWM Region received a separate disadvantaged communities (DAC) grant from DWR to conduct outreach to DACs in the Coachella Valley. The program that was implemented through this grant is called the Coachella Valley DAC Outreach Program. The program had several goals, including conducting outreach to DACs to gather information and refine water-related issues and concerns, and using the refined issues to develop projects that would address critical DAC needs. The *Disadvantaged Community (DAC) Onsite Plumbing Retrofit Program* was developed as a result of the outreach efforts conducted through the Coachella Valley DAC Outreach Program.

During implementation of the Coachella Valley DAC Outreach Program, DAC residents noted that onsite plumbing leaks and faulty onsite plumbing systems may cause drinking water quality issues and water waste. For water quality issues, onsite plumbing systems may be compromised by structural damage or improper construction or design, which can allow water quality constituents to enter the potable water system. For onsite plumbing leaks, aging, damaged, or improperly constructed or designed systems may leak and waste water. The *DAC Onsite Plumbing Retrofit Program* was developed to address both water waste and drinking water quality issues by providing a cost-effective mechanism to repair faulty systems that leak and waste water by replacing inefficient fixtures to address potential sources of drinking water quality contamination. The program will provide outreach, technical support, and rebates for DACs to repair and retrofit their current plumbing systems.

A summary of the *DAC Onsite Plumbing Retrofit Program*, including anticipated tasks necessary to complete the project, deliverables, and current status of the project are provided in **Table 4-3**.

**Table 4-3: Work Summary
DAC Onsite Plumbing Retrofit Program**

Task	Description of Work to be Completed for Task	Deliverables	Percent Complete
Grant Administration:	CVWD will be responsible for administration and processing the grant contract, including compiling and submitting project invoices, quarterly reports, and completion reports to DWR.		0%
Row (a): Direct Project Administration			
1: Project Administration	Task 1 will involve grant administration and coordinating with the DWR per terms of the Grant Agreement.	<ul style="list-style-type: none"> Progress reports, invoices, supporting documentation 	0%
2 : Labor Compliance Program	This project is not a public works project and does not require a Labor Compliance Program.	N/A	N/A
3: Reporting	Task 3 will involve preparation of quarterly progress reports, as well as a final report and post-completion report as required per terms of the Grant Agreement.	<ul style="list-style-type: none"> Quarterly Progress Reports Final and Post-Completion Reports 	0%
Row (b): Land Purchase/Easement			
4: Land Acquisition	No land acquisition or easements are necessary as part of this project.	N/A	N/A
Row (c): Planning/Design/Engineering/Environmental Documentation			
5: Assessment and Evaluation	The 2014 Coachella Valley IRWM Plan includes a volume dedicated to the outcomes of the DAC Outreach Program. The CVRWG completed a technical memo in to define the project. This work has prepared the project for implementation and is not included as part of the proposal.	<ul style="list-style-type: none"> Coachella Valley IRWM Plan; Volume II – DACs Technical Memorandum for the DAC Onsite Plumbing Retrofit Program 	100%
6: Final Design	No design is required for this project.	N/A	N/A



Task	Description of Work to be Completed for Task	Deliverables	Percent Complete
7: Environmental Documentation	Environmental documentation is not required for this project.	N/A	N/A
8: Permitting	Permitting is not required for this project.	N/A	N/A
Row (d): Construction/Implementation			
9: Construction Contracting	Construction contracting is not required for this project.	N/A	N/A
10: Implementation			
10.1: Develop Guidelines and Specifications	Work completed under this subtask includes developing a final program outreach and application structure, which will guide implementation of the rebate program.	<ul style="list-style-type: none"> Final program outreach and application structure 	0%
10.2: Outreach	Work completed under this subtask includes developing and implementing an outreach program to raise awareness about the program. This work will be completed by CVWD in coordination with the partners.	<ul style="list-style-type: none"> Outreach tools and materials, including social media, direct mail, newsletters, etc. 	0%
10.3: Pre-Implementation Activities	Prior to completing onsite surveys, partner organizations will work with interested parties to verify Median Household Income (MHI) data to validate that residents qualify as DACs. Further, the partners will design evaluation forms that will be used to determine the scope of work related to onsite needs for each applicant. Upon being approved as DACs, partner organizations will work with interested parties to describe the program structure, understand onsite needs, and help residents fill out necessary application materials.	<ul style="list-style-type: none"> Documentation of DAC status Design evaluation forms Completed program application with expected fixture and plumbing retrofits and details of initial conditions 	0%
10.4: Project Implementation	Work to administer the program, including application review and approval, pre- and post-site visits by partner organizations, verification of successful project completion, rebate check processing. Any information about the state of plumbing system before or during rehabilitation is gathered for further water savings analysis.	<ul style="list-style-type: none"> Customer site visit reports (pre and post) Invoices for material costs from customers Maps with geographic locations of program participants Report from partner organization or contractor on post-construction state of system/fixtures 	0%
10.5: Final Evaluation	Upon completion of onsite retrofits, final work will be done to compile the information gathered before and after system rehabilitation to calculate amount of water saved or potential water savings based on prior and future system characteristics. Once the program is complete, a final program report will be written to describe lessons-learned, obstacles, and other necessary information to help other DACs duplicate the program. This work will be completed by CVWD in coordination with the partners.	<ul style="list-style-type: none"> Program water savings calculations Final program report with lessons-learned 	0%
11: Environmental Compliance	Environmental compliance is not required for this project.	N/A	N/A
12: Construction Administration	Construction administration is not required for this project.	N/A	N/A